



**WINTERWOOD Estates Homeowners Association
Board of Directors Meeting**

Boardmembers: Ralph Lentz, Cindy Haueisen, Kathleen Dean, Bob Oxborrow, Leif Engebo, Phil Boldman and Barbara Rom

7:00pm

Tuesday August 30, 2011

US Bank Conference Room

1. The meeting was called to order at 7:02pm by President Ralph Lentz. Members present: Ralph, Cindy Haueisen, Kathleen Dean, Phil Boldman and Barbara Rom. Members absent: Bob Oxborrow and Leif Engebo.
2. Phil Boldman moved for approval of the June 28, 2011 minutes as presented. Motion passed.
3. **Secretary:**
Barbara Rom was introduced as the recruited temporary replacement for the position previously held by Beth Wurdeman. Phil Boldman moved, Cindy Haueisen seconded that Barbara be approved for this position to be held until the next Winterwood BOD election. Motion passed unanimously.
4. **Treasurer:**
Treasurer, Kathleen Dean reported invoices for past month and presented four checks for approval and countersignature of President Lentz. Kathleen has been working with Cindy Haueisen (also serving as acting administrative assistant) to better learn the computer program in order to assume increased responsibility for the Association's financial affairs. She reported that the process is progressing well with finances now reconciled.
5. **Architectural Control Committee (ACC):**
Boardmember Phil Boldman reported that several requests for new roofs have been approved. A chain link fence request was denied. The roofing material recommendation will change from 350 to 320 pound. This change will be included in the covenant rewrite. Phil reported that a homeowner's newly installed roof appears to not be in material compliance in spite of a verbal request to the contractor to halt work during the installation process. A letter will be sent to the homeowner requesting roof compliance.

6. **Common Area Maintenance (CAM):**

Phil Boldman reported for Bob Oxborrow. The driver of a car who damaged the front entrance bricks resulting from a minor accident will be notified for repair damage costs.

7. **Covenant Compliance:**

R. Lentz Phil Boldman provided photos for board review taken during most recent ACC compliance check. Most infractions involve lack of adequate screening for RVs, etc. The Board is rotating responsibility for monthly compliance checks. Ralph Lentz will follow-up to contact a homeowner on 284th street whose front door is boarded over as a result of a break-in. Concern was raised over fire safety as well as appearance. President Lentz reported that he is unable to respond to two recent letters from homeowners due to one being anonymous and the other being very nonspecific.

8. **Old Business:**

Covenant revision draft review: Vice President, Cindy Hauelsen updated that the final draft of the covenant revisions incorporating the Board's recommended changes is almost ready for Board final review before submittal to current attorney for additional input. Next month's agenda will include Board decision on time frame for presentation to and vote by homeowners.

Blockwatch Program: Cindy reported there is a captain for Division 4. Homeowners have become increasingly vigilant of suspicious activity. She noted that Remington Homes have had similar criminal activity. Cindy reported that as a result of a sting operation, that the KC police recently arrested a large number of suspects. Also a KC police precinct may be moved closer to the Covington area to better serve us. There remains an on-going problem with speeding and noisy motor cycles.

Discussion on administrative position deferred for new business.

9. **New Business:**

Weed management: Cindy Hauelsen suggested that Winterwood consider purchase of a sprayer that can be placed on a truck pick-up box and plugged into the truck cigarette lighter for use to more easily spray the common areas. The cost is approximately \$375. *CAD* will look into this possibility further and report at the next meeting. *M*

Labyrinth: The Girl Scout project of painting the labyrinth on the basketball court is only partially finished and has been halted due to graffiti appearance. Road paint will be needed to permanently repaint and re-move lines. Phil Boldman moved that the painting over process be approved. Motion seconded and passed. Cindy Hauelsen will arrange to have the repainting done.

Mailbox stand guidelines: Newer bigger boxes do not fit between the posts under the covered stands. Cutting into the stands to allow for fitting is not allowed. Instructions will be put on the Winterwood web site for the correct manner for widening the stand area to allow for the wider boxes. This involves moving one upright post and replacing the horizontal board. Homeowners who choose to revise the stands should receive CAM prior approval. President Lentz will write a draft of the instructions for Board review prior to placing on the web site.

HOA Insurance: Cindy Hauelsen questioned the reason for the agent change (company and coverage remained unchanged). Previous minutes should be consulted for the rationale.

2012 Audit: Brief discussion on bid process. Phil Boldman moved, motion seconded and passed that President Lentz begin bid acquisition process.

Website advertising guidelines: Cindy Hauelsen reported that the list of advertisers is outdated. Prior guidelines required a nominal fee for non-residents to advertise while advertising is free on the site to Winterwood residents. Following discussion, it was decided that Cindy will update to a free referral list only to be posted under Winterwood's construction/remodel site.

Landscaping of common areas: ^{CINDY} Ralph Lentz will send out requests for bids for the landscaping work with further discussion to be held at the September board meeting. Guardian is the current landscaper.

Administrative support position: This job is currently performed by BOD member Cindy Hausisen. Ralph reviewed the current job criteria with those present. ~~Cindy Hauelsen will continue to work with the ad-hoc sub-committee~~ to develop an updated job description and to develop a draft for advertising for the position to be finalized at the September BOD meeting.

will hold a special meeting

the BOD

Other: Ralph Lentz shared a letter from homeowner Leslie ^{Hamada} Madden commending Cindy for her excellent work on the covenant re-write and Winterwood affairs in general. Phil Boldman moved to extend Cindy's position as temporary administrative assistant for the months of September and October 2011. Motion seconded. Motion passed unanimously.

Meeting adjourned at 9:05.

Approved this 28th day of September, 2011:







